

CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT

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December 20, 2010

ADDENDUM #1

INVITATION FOR BID #11-33

NPS-MEASURE, S&D AND INSTALL WINDOW SHADES

THIS ADDENDUM IS TO: **Answer the following Questions:**

Q1. As a manufacturer of shades (supplier to the City for many years), we can only make a spring roller shade as small as 15"W as the spring takes up that much inside the roller.

Spring rollers are antiquated. We would suggest going with clutch shades (like the newer shades at North, South, Brown, Oak Hill and Burr), with a minimum of 8 lb. clutch. This would allow the shades to made as small as needed and they also come with a locking bracket so they do not fall off the doors. It adds about \$4.00 per shade but well worth it in the long run. The slats can also be sealed into the hem so that they do not slide out, which will be an issue over the years. The plastic pull handles also break easily.

If sticking with wood rollers we strongly suggest that you add to the specifications "American made rollers only". Imported rollers from China are notorious junk.

Question - No quantities are given for each size, therefore the Grand Total does not compute.

A1. No quantities per inside door window sizes are given as this will be documented once the awarded vendor travels to all of our schools to measure each door window. We are awarding based on the grand total of the cost for one of each of the sizes listed within the bid specifications.

We are requesting spring roller vs. the clutch chain system for the following reasons:

- 1) Spring roller shades are durable but more economical.**
- 2) Pull chains are a distraction for our students and more likely to be pulled when not needed.**
- 3) These door shades will be in the up position 99% of the time and only pulled in the down position for extreme security reasons.**
- 4) Spring rollers can still be used for the narrowest of windows with a wider glass overlap. All door window shades must have at least a 2" glass overlap regardless of the width to prevent any viewing from the sides.**
- 5) Yes, we want high quality American made wood rollers only.**
- 6) Bottom slats can also be sealed but must be double stitched as bid specification indicate.**

Q2. The sizes listed range from 6" wide to 48". For a roller shade, spring controlled, it is not possible to make a shade less than 14" wide. It can be done with a clutch control, which is a chain on the side that you can pull it up and down. Clutch controlled shades are much stronger and longer lasting because you are not pulling on the fabric to raise and lower it.

A2. See A1 answer above.

Q3. The other issue is with a shade as narrow as 6 and 8.5", the tracking will be a problem.

A3. See A1 answer above.

Q4. Can you provide the individual quantities for each measurement?

A4. No, see A1 answer above.

Q5. Looking through the sizes requested on spring rollers is not possible for 6" x 24", 6" x 54", and 8.5" x 30". The springs themselves are 8"-9" alone. You would have to use a clutch system for those sizes with the bead chain control. Also, what are the quantity of each size if possible, and have the width of the shades been given the overlap amount for the glass?

A5. We are staying with the spring roller system...see answer A1 above. Once awarded, the vendor must measure all door windows and add a minimum of 2" on each side as also indicated in answer A1.

All other terms and conditions of this bid remain unchanged

PLEASE ENSURE THAT YOU ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORM

Thank you.

A handwritten signature in black ink that reads "Rositha Durham". The signature is written in a cursive, flowing style.

Rositha Durham
Chief Procurement Officer